

## **Marshfield Planning Commission Meeting Minutes**

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7:00 p.m. • Thursday, November 20, 2014 • Old School House Common

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Planning Commission members present: Jon Groveman, Michael Schumacher, Faeterri Silver, Bob Light, and Melissa Seifert.

**1. Review Agenda - Discuss any Change - Move item #6 to #3**

**2. Approve Minutes -** The members reviewed, edited and approved the minutes of meeting dated November 6, 2014.

**3. Central Vermont Economic Development Corporation (CVEDC)**

Sam Anderson gave an overview of work the CVEDC does for business assistance and municipalities economic development and will give the PC the contact info for people to help look into the senior housing project. The PC discussed the Village designation with her; the RPC should spearhead this project and answer any questions the Selectboard and Village Trustees may have. She suggested that a study be done on vacant commercial space in the Village (under-utilized/unused) and come up with incentives for landlords to improve/upgrade their properties. She suggested the PC come up with a vision (work with Selectboard and Village Trustees) and get the Village designation (which would give access to tools); she will come back with some information and recommendations. The PC thanked her for her time and she left the meeting.

The PC discussed how the mission of the Economic Development Corporation (EDC) doesn't really align with what is needed, but they are an excellent resource for contacts and there is a lot of work to do (especially with the zoning regs) before they can move forward with an economic development plan. They discussed asking some key people from the Village to create a Village Committee.

Parking issues at the Starch Factory were also discussed.

**4. Zoning Administrator's Report**

- a. The members discussed issues related to a bus that is parked off of Bailey Pond Road.
- b. Timetable for presentation at Town Meeting 2016 (needs to be ready by November 2015)
- c. Accessory apartment, fill and flood hazard district issues added to the Work Plan
- d. Clarify the Forest & Conservation district 600' line issue at Town Meeting 2015

**5. Development Review Board Report - None**

**6. Central Vermont Regional Planning Commission (CVRPC)**

The Selectboard has not appointed anyone to be Marshfield's representative to the CVRPC. The town doesn't have a choice concerning membership with the CVRPC; they would not approve our Town Plan. However, we have the option to switch districts. Membership fees are \$1,746.80/year (per capita fee based on 2010 census). The PC will discuss this further at the next meeting.

**7. Discuss survey results related to altering the boundary for the Forest and Conservation District**

The PC may go ahead and set up a gmail account and may utilize the PC's page on the Town's website. They may also have a box at the Town Clerk's office for suggestions. The survey question concerning the 600' setback was unclear; it's a complicated issue with a number of varying responses that don't paint an accurate picture. The PC would like to open it up for further discussion with townspeople to get more feedback/information. They discussed clarifying the issue at Town Meeting 2015, answering questions and having a big map at the back of the room showing different scenarios.

## **8. Discuss December 4th meeting with Conservation Commission**

Jon had asked the Conservation Committee to come to the PC meeting on December 4th, but he will email them back and ask them to reschedule to January and to come prepared with the points they want to discuss.

## **9. Start on zoning drafting - N/A**

## **10. Other**

### **A. Action items:**

1. Jon has some ideas and will reach out to people re: the Village Committee, and will look up the deadline for the planning grant.
2. Michael will get contacts from Sam and find someone to help the PC work on resubmitting the grant application.
3. Bob will email a list of issues he's compiled
4. Jon will look into options for switching districts in the RPC
5. Ask RPC for help with mapping
6. Jon will email the Conservation Committee
7. Melissa will call the World to inquire about ad costs
8. Faeterri will begin drafting a list of our problems/issues with the RPC for the next meeting
9. Michael said he may be willing to attend meeting in the interim

### **B. Proposed Agenda for December 4, 2014:**

1. Review Agenda
2. Approve Minutes
3. ZA Report
4. DRB Report
5. CVRPC Report
6. CVEDC Report
7. Zoning Drafting
8. Prioritize ZA's issues list
9. Set Agenda For Next Meeting
10. Adjourn Meeting

C. Fieldnotes are not being mailed out anymore, so the PC will look into other publications (Hardwick Gazette, The World)

The meeting was adjourned at 9:06 p.m.

Respectfully submitted,  
Barbara Burkhalter